



# Huntington Beach Union High School District Board Policies and Administrative Regulations

BP 1250  
Page 1 of 3

## Community Relations

### Visits to District Owned Property by Outsiders

The Superintendent or designee shall post at primary entrance to each district owned property, a notice describing registration requirements, school hours or administrative hours during which prior registration is required to access district owned property, identify the registration location, the route to take to that location, and the penalties for violation of registration requirements. (Education Code 32211; Penal Code 627.6).

Unless otherwise directed by the Superintendent or designee, a staff member shall accompany visitors/outsideers while they are on district owned property.

### Outsider Registration

Outsiders shall register at the point of entry for district owned property during school and administrative hours. Any person other than the following is considered an outsider: (Education Code 1070; Penal Code 627.1, 627.2)

1. A student of the school, unless currently under suspension
2. A Governing Board member or district employee
3. A public employee whose employment requires being on district owned property, or any person who is on district owned property at the district's request
4. A representative of a district employee organization who is engaged in activities related to the representation of district employees

### Registration Procedure

In order to register, an outsider shall, upon request, furnish the Superintendent or designee with the following information: (Penal Code 627.3)

1. His/her name, address, and occupation
2. His/her age, if less than 21
3. His/her purpose for entering district property
4. Proof of identity

5. Other information requested by the school site or district property that is consistent with the provisions of law

#### Registration Authority

The Superintendent or designee, may refuse to register any outsider if he/she reasonably concludes that the individual's presence or acts would disrupt district owned property, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. The Superintendent or designee may revoke any outsider's registration if he/she has a reasonable basis for concluding that the individual's presence on district owned property would interfere or is interfering with the peaceful conduct of school or administrative activities or is disrupting administrative functions, or the activities of the school, students, or staff. (Penal Code 627.4)

When an outsider fails to register, or when the Superintendent or designee, denies or revokes an outsider's registration privileges, the Superintendent or designee has the authority to request that the individual immediately leave district owned property.

When an outsider is directed to leave, the Superintendent or designee, shall inform him/her that if he/she reenters district owned property within the next seven days he/she may be guilty of a misdemeanor and subject to a fine and/or imprisonment. (Penal Code 627.7)

#### Open Areas to the General Public

Areas open to the general public shall generally consist of main lobbies, reception areas, and restrooms that can be accessed directly from such lobbies and reception areas. In order to protect the safety of district employees and to preserve the confidentiality of information, including but not limited to student and personnel information, the Superintendent or designee may cause signs to be placed to identify areas not open to the public, or cause barriers to be erected to keep unaccompanied members of the public from areas that are not open to the general public.

Unaccompanied members of the public who access areas designated as not being open to such individuals and who refuse to leave when asked or who commit an act likely to interfere with the peaceful conduct of district activities, may be subject to a fine and/or imprisonment, and district staff may call for police intervention. (Penal Code 602(o), 626.7)

#### Appeal Procedure

Any person who is denied registration or whose registration is revoked may appeal to the Superintendent or designee, who denied or revoked such registration, by submitting, within five total days after the person's departure from district owned property, a written request for a hearing.

This request must state with particularity why he/she believes the denial or revocation was improper and unlawful, and must provide an address to which the hearing notice may be sent. The request must state in detail the factual basis for the request for hearing, including what conduct is believed to be improper and unlawful, or it shall be denied with prejudice.

Upon receipt of a detailed request for a hearing, the Superintendent or designee, shall promptly mail a notice of the hearing to the person requesting it. A hearing before the Superintendent or designee, shall be held within seven days after receipt of the request. (Penal Code 627.5)

**California State Law Description**

Ed. Code 32210	Willful disturbance of public school or meeting
Ed. Code 32211	Threatened disruption or interference with classes
Ed. Code 32212	Classroom interruptions
Ed. Code 35160	Authority of governing boards
Ed. Code 35292	Visits to schools (Board members)
Ed. Code 49091.10	Parental right to inspect instructional materials and observe school activities
Ed. Code 51101	Parents Rights Act of 2002
Ed. Code 51512	Prohibited use of electronic listening or recording device
Evid. Code 1070	Refusal to disclose news source
Lab. Code 230.8	Discharge or discrimination for taking time off to participate in child's educational activities
Pen. Code 290	Sex offenders
Pen. Code 626-626.11	Weapons on school grounds and other school crimes
Pen. Code 626.81	Misdemeanor for registered sex offender to come onto school grounds
Pen. Code 627-627.10	Access to school premises
Pen. Code 627.1	Definitions
Pen. Code 627.2	Necessity of registration by outsider
Pen. Code 627.7	Misdemeanors; punishment

**Management Resources**

**Description**

Attorney General Opinion	95 Ops.Cal.Atty.Gen. 509 (1996)
Court Decision	<u>Reeves v. Rocklin Unified School District</u> (2003) 109 Cal.App.4th 652
Website	CSBA District and County Office of Education Legal Services

Policy adopted:	1-13-87
Revised:	7-18-95
Revised:	12-5-00
	6-25-24